

Core brief

Daily update

(4 June 2024, 3.30pm)

Topics in this Core Brief:

- Data Security Spotlight – Be aware of Remote Access Cyber Attacks
- Highlight report from the Health and Safety Forum

Data Security Spotlight – Be aware of Remote Access Cyber Attacks

Remote Access Cyber Attacks happen when a hacker attempts to contact staff working remotely and requests access to their device for support purposes. When you are using remote access, NHSGGC IT Support **will never**:

- Request that you click on links or download software
- Ask you to go to a website in order to remotely access your device
- Ask for any sort of personal details other than your device asset tag and XGGC username.

Report from the Health and Safety Forum

The Forum meets on a quarterly basis with representation from all local Health and Safety Forums. It aims to update on areas of performance, risk and good practice, which we all have a responsibility to share and improve on.

The Forum is co-chaired by Anne MacPherson, Director of Human Resources and Organisational Development and Siobhan Harkin, Area Partnership Forum representative.



Make Safety
Personal

The Forum also presents the opportunity for each of the local Health and Safety Committees across NHSGGC and Staffside Safety Representatives to speak for their areas while providing updates on their key issues, share learning and work collaboratively to make our workplaces safer.

The latest meeting of the Forum took place on Wednesday 8 May 2024. Key highlights reported at the meeting included:

Staff Health Strategy

John Somerville, Head of Occupational Health and Safety gave the Forum an update on the Staff Health Strategy Action Plan for 2023-25. He highlighted two areas of note; the Menopause Policy which includes an extensive range of support for staff including training for managers, implementation of the Policy and Guidance and access to menopause support networks (including group consultation); and, the Witness Support Service who provide support to staff who may be cited at some point in their professional career in relation to cases such as:

- Public Inquiry (for the Scottish Hospitals Inquiry)
- Litigation cases – Personal Injury/Medical Negligence Claims
- Procurator Fiscal Office Investigation (SUD)/ Fatal Accident Inquiry (FAI)

You can find more information on this service on [Staffnet](#).

Safety Health and Wellbeing

Freddie Warnock, Head of Health and Safety drew the Forum's attention to:

Stress Conversations

The "Stress Guided Conversation" describes the discussion made between a manager and individual staff member in order to identify stress causes within the workplace.

Information on "Stress Conversations" is available on the Safety Health and Wellbeing pages on [Staffnet](#). This page provides information on the processes for individuals that have a work related stress issue, or for departments & services to arrange for a wider distribution survey to be undertaken. Additional guidance, including policies and external help, can found [here](#).

Self Audits

As part of the approach to improving the Safety Health and Wellbeing Culture within NHSGGC and aligning with the "Improving Through Technology Strand" of the Culture Framework, a range of short Risk Based Self Audits have been developed.

Services can self audit individually, via peer auditing or by line managers taking the opportunity to measure their department's or team's compliance.

These self audits form part of the overall governance model for safety monitoring and follow the same question set and scoring that the Health and Safety team use when undertaking compliance monitoring.

This is an opportunity to think about compliance in local areas by following the guidance for each question and correcting any negative scoring. This also provides

a quick assessment that you are compliant before an audit is undertaken by the Health and Safety team and an opportunity to take a proactive approach.

The self audits now available on Sharepoint include:

- Sharps
- Slips Trips and Falls
- Moving and Handling
- Violence Aggression
- Self harm/Ligature
- Display Screen Equipment (DSE)

Look out for more self audit topics that the SHaW team are finalising which include:

- Skin Health
- CoSHH
- Young Persons
- Hand Arm Vibration
- Lone Working
- PPE
- Stress
- First Aid

For more information available on Self Audit go to Staffnet at: [Self-Audits - Risk Specific \(sharepoint.com\)](#)

A number of other issues were discussed at the Forum including:

- Ligature reduction
- Statutory Mandatory training
- Datix
- Incident Management Policy
- Asbestos
- Fire Safety

If you would like further information on any of these subjects please contact your local Health and Safety rep.

Staff are reminded to make sure their [personal contact details are up to date on eESS](#).

**It is important to share Core Brief with colleagues who do not have access to a computer.
A full archive of printable PDFs are available on [website](#)**